



State of Tennessee Department of Children's Services

## **Administrative Policies and Procedures: 13.30**

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**Subject: Individual Program Plan: Probation/Aftercare**

**Supersedes: DCS 13.30, 06/01/01**

**Local Policy: No**

**Local Procedures: No**

**Training Required: No**

**Applicable Practice Model Standard(s): No**

**Approved by:**

**Effective date: 06/01/01**

**Revision date: 03/01/05**

### **Application**

To All Department of Children's Services Juvenile Justice Case Managers with Probation, Aftercare Responsibilities

**Authority:** TCA 37-5-105, 37-5-106, 37-1-137, 37-1-40

### **Policy**

An individual program plan (IPP) shall be developed for each juvenile on probation, under local interstate compact supervision, or community aftercare supervision. Each juvenile's IPP shall be reviewed quarterly.

### **Procedures**

**A. Individual  
program plan  
manual**

1. A copy of the current *Individual Program Plan Manual for Probation, Community Aftercare, Interstate Compact on Juveniles* will be provided for each employee involved in assessment or program planning.
2. Training on the use of the IPP manual shall be included in the orientation of new employees and during pre-service training.
3. The Director of Community Services or designee shall review the *Individual Program Plan Manual for Probation, Community Aftercare and Interstate Compact on Juveniles* at least annually.

**Forms**

None

**Collateral Documents**

*None*

**Standards**

None